

**BY ORDER OF THE COMMANDER  
AIR EDUCATION AND TRAINING  
COMMAND**



**AF MANUAL 23-110, VOLUME 2, PART 4,  
CHAPTER 2**

**AIR EDUCATION AND TRAINING COMMAND  
Supplement 1**

**17 MAY 2006**

**Supply**

**REMOTE PROCESSING SYSTEM PROCEDURES**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**AFMAN 23-110, Volume 2, Part 4, Chapter 2, is supplemented as follows:**

This publication does not apply to the Air National Guard and Air Force Reserve Command units. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at [https://afrims.amc.af.mil/rds\\_series.cfm](https://afrims.amc.af.mil/rds_series.cfm).

**SUMMARY OF REVISIONS**

This revision updates office symbols and revises paragraph 2.6.1.

2.2.4. (Added)(AETC) HQ AETC unique programs (ECL, QLP, SURGE) are assigned computer program numbers J01 through J999. Maintain run instructions, program code, and correspondence directing changes in the corresponding program jacket file.

2.6.1. During normal duty hours, base-level computer operations personnel must contact HQ AETC/A4RMP at DSN 487-2919/5129 or commercial 210-652-2919/5129 for operational problems, to include Automated Data System being down more than 4 hours. For after-hours, directly call the Field Assistance Branch, Maxwell AFB-Gunter Annex AL at DSN 596-5771, and ensure HQ AETC/A4RMP is notified of reported problems the next duty day.

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